

Virtual College of Texas Consortium Agreement

Pursuant to the federal regulation 34 CFR 668.5 and the *U.S. Department of Education Federal Student Aid Handbook*, a student may receive federal student assistance only for courses that are applicable to the student's certificate or degree program. In order to adhere to these guidelines, the two-year colleges named in the agreement attachment are herein entering into a consortium agreement to participate in the Virtual College of Texas (VCT). This blanket agreement is in effect for all signatory institutions until such time as it is formally revoked by those institutions.

Host-Provider Model

Colleges may participate in VCT by following the terms of the Host-Provider Model, which allows students at local home (Host) colleges to take distance learning courses from remote (Provider) colleges while registering and enrolling at the Host college.

Host Colleges (local home colleges)—

- locally register students for courses originated by Provider colleges;
- accept the registration dates and course start and end dates established by Provider colleges;
- pay per-student instructional fees to Provider colleges, which the Providers set;
- provide the same set of student services to students enrolled in courses offered through VCT as they provide to other locally enrolled students, including financial aid;
- administers tests;
- collect tuition and fees;
- receive state contact-hour funding;
- award course credit and transcripts courses.

Provider Colleges—

- ensure that courses are taught by qualified instructors;
- set academic calendars.

Provider College Instructors—

- define course content and methodologies;
- direct class activities, including assignments and tests;
- award grades;
- provide the same type and level of support and interaction for students enrolled through VCT as they do for students enrolled in their courses at their own respective colleges.

A college may participate in VCT only as a Host college, only as a Provider college, or as both a Host and Provider college. The extent and type of a member college's participation may vary from semester in accordance with local needs and exigencies.

Basic Points of Agreement

- **Institution granting degree or certificate:** The Host college will grant the degree or certificate.
- **Student's tuition, fees, and room and board cost at each school:** A student enrolled in courses through VCT at a Host college pays tuition, fees, and room and board costs in accordance with that college's official policies. All such costs are established by local Boards in conformance with local policies and State and Federal requirements. Tuition, fees, and room and board costs are included in college catalogs and other informational publications directed to students.
- **Student's enrollment status at each school:** A student enrolled in a course through VCT is legally enrolled at the Host college and is entitled to all the rights and remedies of any other student of the college.
- **School responsible for disbursing aid and monitoring student eligibility:** The Host colleges are responsible for disbursing aid and monitoring student eligibility. Each college follows documented internal procedures that conform with federal requirements specified in the *Federal Student Aid Handbook*.
- **Procedures for calculating awards, disbursing aid, monitoring satisfactory progress and other student eligibility requirements, keeping records, and distributing FSA refunds:** Host colleges are responsible for calculating awards, disbursing aid, monitoring satisfactory progress and other student eligibility requirements, keeping records, disbursing Title IV credit balances (Title IV funds that are in excess of school charges), and returning Title IV funds. Each college follows documented internal procedures that conform with the federal requirements specified in the *Federal Student Aid Handbook*.
- **Policy for documenting attendance:** Host colleges follow their respective written local policies for documenting that a student has begun attendance in a course and for documenting instances when a student's attendance has ceased. Written policies will be adapted, as necessary and appropriate, to serve distance education students enrolled in courses through VCT.

All VCT member colleges' practices regarding Distance Education conform to requirements for Distance Education specified in the federal regulation 34 CFR 600.2 and the *Federal Student Aid Handbook*.

Institution: SOUTHWEST TEXAS JUNIOR COLLEGE

Signed: 
College President or Chancellor

Date: 12-6-04

Attachment to Virtual College of Texas Consortium Agreement

Colleges listed below may participate in the Virtual College of Texas. Colleges marked with an asterisk next to their name indicates that that college has its own OPE ID number.

Institutions Participating in the Virtual College of Texas:

<p>Alamo Community College District * Northwest Vista College * Palo Alto College * San Antonio College * St. Philip's College Alvin Community College Amarillo College Angelina College Austin Community College Blinn College Brazosport College Central Texas College Cisco Jr. College Clarendon College Coastal Bend College College of the Mainland Collin County Community College Dallas County Community College District * Brookhaven College * Cedar Valley College * Eastfield College * El Centro College * Mountain View College * North Lake College * Richland College Del Mar College El Paso Community College Frank Phillips College Galveston College Grayson County College Hill College Houston Community College System Howard College Kilgore College Laredo Community College Lee College</p>	<p>McLennan Community College Midland College Navarro College North Central Texas College North Harris Montgomery Community College District, including: Cy-Fair College Kingwood College Montgomery College North Harris College Tomball College Northeast Texas Community College Odessa College Panola College Paris Jr. College Ranger College San Jacinto College South Plains College South Texas College Southwest Texas Jr. College Tarrant County College Temple College Texarkana College Texas Southmost College Texas State Technical College System *TSTC Harlingen *TSTC Sweetwater *TSTC Waco *TSTC Marshall Trinity Valley Community College Tyler Jr. College Vernon College Victoria College Weatherford College Western Texas College Wharton County Jr. College</p>
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